

Center for Educational Performance and Information (CEPI)

*Michigan Education Information System
(MEIS)*

Single Record Student Database/Unique Identification Code (SRSD/UIC) Application

Mass Linking of UICs Report Definitions

Questions?
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As part of our effort to increase the integrity of data used for reporting and compliance purposes, and to assist districts in improving the data quality for records that impact their graduation and dropout rates, the Center for Educational Performance and Information (CEPI) will identify students who have multiple Unique Identification Codes (UICs) and initiate the linking process at the state level. UIC linking ties together multiple UICs and, in essence, promotes a single identifier for a student, allowing the student to be appropriately tracked over time.

The ability to accurately track students over time is a central requirement for calculating accurate graduation and dropout rates. Linking student UICs prevents districts from being erroneously tagged with dropouts when those students have, in fact, transferred to another district. Linking will also offset the workload on district UIC resolvers by cleaning up records that would have otherwise come up for resolution.

The Mass Linking of UICs Report is based on active records submitted and matched against the full UIC Master Table. Multiple records submitted by a single district are also included in the match. The report will also provide information to the districts on the rationale being used for the link, and may also provide some indication as to why these students have multiple UICs.

After you review your district's report, please contact CEPI only if there are records that **should not be linked**. Please make a copy of the page from your report and check the box "do not link this record to primary" for each record that you do not want linked. Then, you will need to fax these records to CEPI at 517-335-0488 to the attention of the UIC coordinator.

After CEPI completes the mass linking, reports will be made available to districts for all records that were linked in which the district last reported the primary or the secondary UIC. For any secondary UICs that were linked, the districts will need to update their local student information system (SIS) to reflect the primary UIC.

In some cases, UICs are found that were never submitted to the SRSD by a district. These UICs were created in the initial UIC creation process in 2002 but were never used. These records will be marked "(No SRSD Record Found)" in the Exit Status field.

Following is a list of mass linking UIC categories and their corresponding definitions:

Mass Linking UIC Categories	Category Definitions
Exact Core Field Match:	An exact match between First Name, Last Name, Date of Birth and Gender.
Exact Match Except Birth Year:	An exact match between all fields except the student's date of birth.
Cleaned Up Name Match:	Same student submitted with variants related to his/her name (e.g. Joseph Smith and J'oseph Smith Jr.).
Exact Match Except Gender:	An exact match between all fields except the student's gender.
Last Name Matches Hyphenated Part:	A match based upon last name where one student record is submitted with a hyphenated last name and a second record for the same student is submitted without a hyphenated last name (e.g. Joseph Smith and Joseph Smith-Jones).
Transpose First and Last Names:	A match based upon the transposition of first and last names (e.g. Joseph Smith and Smith Joseph).
First Name Variant Match:	Same student submitted with variants related to his/her first name (e.g. Joseph Smith and Joey Smith).
Soundex Match Last Name:	A match based upon last names that sound alike that may have a different spelling (e.g. Joseph Smith and Joseph Smythe).
Transpose Birth Month and Day:	An exact match between all fields except the student's birth month and day, which have been transposed (e.g. 02/06/1986 and 06/02/1986).
Transpose Hyphenated Last Name:	An exact match between all fields except the student's hyphenated last name, which has been transposed (e.g. Joseph Jones-Smith and Joseph Smith-Jones).